

How to work on Earth 435 Projects in the reading week?

Here are some tips you may find helpful when you start to work on your Earth 435 project.

How to find the key paper of your topic at UW?

A step by step guide: http://www.lib.uwaterloo.ca/usered/howdoi/journal_articles.html. In the first step is to identify the research databases that are for the subject of Earth Sciences. Although not listed for Earth Sciences, the research database “ScienceDirect” is also a good database to locate journal articles in Earth Sciences.

How to find journal articles that are relevant to your topic?

Read the key paper of your topic, make notes and identify the most relevant papers cited in your key paper. You can find more papers related to your topic by the following methods:

- (1) Read the relevant papers and find the paper cited in them;
- (2) Find recently published papers citing the one you are currently reading;
- (3) Search papers using some key words of the topic

It is a good idea to search papers of your topic in review journals, such as *Earth-Science Reviews*, *Annual Review of Earth and Planetary Sciences*, and *Reviews of Geophysics*, to get a general review of your research topic and to identify some key papers for you to read in details.

Using Reference management software to manage your references

A reference management software such as Endnote or RefWorks is recommended. They can help you build a database of journal articles that you are interested in. The software makes it easy to manage your citation in the text and reference list in the end when you write your project report/thesis. Personally I like Endnote, but it is not available free of charge.

RefWorks is a web-based reference management tool which you do not need to install anything onto your computer to use it, and it is available to all UW students. A simple guide to RefWorks at UW can be found at:

<http://subjectguides.uwaterloo.ca/content.php?pid=237761&sid=1963398>

How to write an abstract and the introduction part?

Abstract and introduction are probably the most difficult parts to write but they are the important parts of your report. Read the two articles on LEARN for suggestions.

Format your project report using word template

There are some helpful techniques for formatting your report in word document on the UW webpage: <https://uwaterloo.ca/information-systems-technology/services/electronic-thesis-preparation-and-submission-support/ethesis-guide/managing-theses-using-microsoft-word-windows-and-mac>

Using word template to format your report/thesis will make sure the format you use is consistent and saves a lot of time. You can download and use the word template designed specifically for UW theses at the webpage mentioned above. Or you can modify it for your own purpose.